



**NETTA**ARCHITECTS

**Via Email: [jedwards@brickschools.org](mailto:jedwards@brickschools.org)**

February 26, 2019

Mr. James W. Edwards, Jr., CPA  
Business Administrator/Board Secretary  
Brick Township Public Schools  
101 Hendrickson Avenue  
Brick, New Jersey 08724

**RE: Brick Township High School  
Veterans Memorial Elementary School  
HVAC Roof Top Unit Replacement  
Fee Proposal for ReBid Services  
P19-027**

Dear Mr. Edwards:

Pursuant to our recent conversations and your request, Netta Architects is pleased to provide this fee proposal to provide services to ReBid the following project. This project was originally Bid in April 2018 as Alternate Bids that were not accepted. We understand that it is the District's intent to Rebid this Project in March/April 2019 with construction activities completed during the 2019 Summer Recess.

- Brick Township High School
  - Replacement of two existing Roof Top HVAC Units that serve the BTHS Auditorium. The project scope shall include replacement of two RTU's on existing steel dunnage to remain, and replacement of existing adjacent ductwork insulation.
- Veterans Memorial Elementary School
  - Replacement of one Auditorium HVAC Unit located in an adjacent Mechanical Room and associated roof-top condensing unit. The new HVAC unit shall be a gas-fired packaged Roof-Top Unit (RTU). Demolition of the existing HVAC unit will provide free space in the Mechanical Room.

Preliminary Project Budget Estimate

Hard Construction Cost	\$ 600,000
Design / Construction Contingency (15%)	\$ 90,000
Architectural / Engineering Design Fees (9.0%) (Total Fee Bid, CA and PC only)	\$ 18,900
Other soft costs	
Permits	\$ 5,000
Reimbursable Expenses	\$ 3,000
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Total Preliminary Project Budget Estimate:	\$ 716,900

This proposal is for ReBid services only. A separate proposal for Construction Administration services will be provided upon receipt of bids and award of a construction contract.

**ARTICLE I - SCOPE OF SERVICES**

**PHASE I – PRELIMINARY DESIGN – NOT APPLICABLE**

**PHASE II – DESIGN DEVELOPMENT - NOT APPLICABLE**

**PHASE IIA – BOARD SUBMISSION – NOT APPLICABLE**

**PHASE III – CONTRACT DOCUMENTS – NOT APPLICABLE**

**PHASE IV - BIDDING AND NEGOTIATION**

1. Repackage and Revise Project Manual and Drawings;
2. Provide updated Bid Advertisement;
3. Attend Pre-Bid Conference with prospective bidders;
4. Provide and issue Addenda and Clarifications, if required, to respond to bidders questions; and
5. Assist District with review of submitted bids.

**Bidding Fee ..... \$ 2,700.00**  
**(Task Time Frame 1 Bid Cycle)**

**PHASE V – CONSTRUCTION ADMINISTRATION – NOT APPLICABLE**

**PHASE VI – PROJECT CLOSEOUT – NOT APPLICABLE**

**ARTICLE II**

**Compensation:**

The above outlined professional Architectural design services listed in Article I shall be completed for a fixed fee of **Two Thousand, Seven Hundred Dollars, (\$2,700)**, including reimbursable expenses.

**Fee Breakdown:**

Phase I - Preliminary Design Fee .....	\$	NA
Phase II - Design Development Fee .....	\$	NA
Phase IIA - Board Submission Fee .....	\$	NA
Phase III - Contract Documents Fee .....	\$	NA
Phase IV - Bidding and Negotiation Fee .....	\$	2,700.00
Phase V - Construction Administration Fee .....	\$	NA
Phase VI - Project Closeout .....	\$	NA
<b>TOTAL CONTRACTED SERVICES .....</b>		<b>\$ 2,700.00</b>

**Contract Endnotes:**

**\*Professional design services billing is on a monthly basis. Payments are due upon receipt and not beyond any 45 day period. In the event professional design fees are not paid in accordance with the 45-day term noted above, architect reserves the right to stop providing professional services until past due progress payments are received.**

If you should have any further questions, please feel free to contact this office.

Sincerely,



Laurence K. Uher, AIA, LEED AP  
Vice President